

WASTE AND RECYCLING TASK AND FINISH GROUP

Monday 20 July 2020

ACTION NOTES

Present: Cllr Bourne (Chair), Cllr Lissimore, Cllr Wood, Cllr Oxford, Cllr Goacher, Cllr Higgins, Cllr Whitehead, Cllr Chuah, Cllr Goss, Cllr King, Dan Gascoyne, Rory Doyle, Rosa Tanfield, Paul Cook, Darren Brown, Margaret Maby (Actions)

Apologies:

No	Item	Action By	When
1.	<p>Terms of Reference & Agree a Chair Cllr Bourne was nominated by Cllr Oxford and agreed unanimously as Chair for these meetings.</p> <p>Terms of Reference There are currently 2 key areas - Waste & Recycling Service costs and Garden Waste collections. It was agreed a third point should be added, to make other budget recommendations to Cabinet should the charges for garden waste collection not be agreed as proposed.</p>		
2.	<p>Budget Update and Statutory/Discretionary Service Costs & Income</p> <ul style="list-style-type: none"> ➤ There have been 3 changes since the budget report was issued in June: <ul style="list-style-type: none"> • The government announced an income support package which will hopefully cover our income losses. Estimated at £5 mil - waiting on details. • Government also announced a further £500 million funding of which CBC received £317K of that for unringfenced grants. • Council tax and business rates losses can be spread over 3 years – details to be finalised. ➤ Budget gap for 2021/22 is currently forecast at £3.2 million, net of additional income of £1million. ➤ Analysis of discretionary and statutory areas of spend – Darren talked through the slides giving a data on services that are over £100k net cost / income. ➤ Cllr Oxford requested additional financial information on Ipswich front of house and Colchester front of house staff as there's a difference of £40k between the two. It was confirmed that the services are not identical, but Darren will provide further information. ACTION ➤ Darren to confirm what the net cost of Cemeteries is approximately £50k which is why it did not appear on the lists. ACTION ➤ Zones expenditures - These differ due to different works being undertaken in each. More detail required. ACTION ➤ Cllr Lissimore requested a breakdown on the W&R staffing budget line, with specific regard to agency spend and what has been done to alleviate costs. ACTION 	<p>Darren</p> <p>Darren</p> <p>Rory</p> <p>Rory</p>	<p>03.08.20</p> <p>03.08.20</p> <p>03.08.20</p> <p>03.08.20</p>

No	Item	Action By	When
	<ul style="list-style-type: none"> ➤ Cllr Lissimore requested detail on any expiring contracts over the next 18 months. ACTION ➤ Cllr King requested further information on contracts that have been changed recently and savings that have been accrued. ACTION 	Richard Block Richard Block	03.08.20 03.08.20
3.	<p>Waste and Recycling NSP project and Garden Waste Collections</p> <ul style="list-style-type: none"> ➤ CBC currently collects waste/recycling from 84,726 properties ➤ CBC provides clear sack across the borough once a year. This costs £162,000 +staffing costs =£187,000 ➤ It was requested Rosa invite some of the staff loaders to attend the next meeting to get a greater understanding and opinions about their role. ACTION ➤ Collection methodology – Cllr Wood requested from Rosa a breakdown of costs of the free essentials CBC provides to residents i.e kerbside caddy etc. ACTION ➤ Cllr Goacher requested for more information on the environmental impact of wheeled bins compared to white sacks ACTION ➤ Cllr Whitehead asked Rory to look at what the potential savings could be achieved from garden collections being reduced to 4 weekly / growing season. ACTION ➤ Cllr Goacher asked if it would be possible to have an individual cost for those using the garden service once or twice a year ‘pay as you go’. ACTION ➤ Rory to send any additional reading material re: Benchmarking with other garden waste collection services to everyone. ACTION ➤ Cllr Oxford requested for proposal to consider increased levels during autumn/ winter where some residents have up to 8 sacks collected. ACTION ➤ Cllr Oxford requested the costs for providing free Saturday collections to CBH tenants ACTION <p>The Group agree to start the next meeting with the rest of the presentation on the Garden Waste Collection proposals and Benchmarking information from other authorities at the next meeting.</p> <p>It was agreed that the next meeting would be cancelled, and an additional meeting added on 10 August and that the Task and Finish Group would conclude its work after three meetings.</p>	Rosa Rosa Rory Rory Rory Rory Rosa Rosa	03.08.20 03.08.20 03.08.20 03.08.20 03.08.20 asap 03.08.20 03.08.20
4.	AOB - None		
5.	<p>Future meeting dates: 3 August 2020 10 August 2020</p>		

Next meeting: Monday 3 August 2020, 5.00pm

WASTE AND RECYCLING TASK AND FINISH GROUP

Monday 3 August 2020

ACTION NOTES

Present: Cllr Bourne (Chair), Cllr Lissimore, Cllr Wood, Cllr Oxford, Cllr Goacher, Cllr Higgins, Cllr Whitehead, Cllr Chuah, Cllr Goss, Cllr King, Rory Doyle, Rosa Tanfield, Darren Brown, Margaret Maby (Actions)

Apologies: Dan Gascoyne

No	Item	Action By	By When
1.	Actions Minutes noted and agreed. Cllr Wood asked why the budget for salaries agency fee earners, go down in 2021 from £50k to £20k? Rory explained the budget was reduced for agency fees at Budget Build from Sept/Oct last year to reduce agency fees to a minimal amount. However, they'll go over this, this year which will be partly offset by an under recovery in the basic salaries budget. Rory to send this in writing to Cllr Wood. ACTION	Rory	asap
2.	Garden Waste benchmarking Possible options for garden waste: <ol style="list-style-type: none">1. Continue with existing (budget pressure £1m+)2. Stop garden waste collections3. Introduce a charge for garden waste4. Create the 'Garden Club' membership with benefits/offers ➤ Rosa looked at 12 LAs, 7 of which charge, some for a set-up fee between £5 - £30 and an annual membership fee from £40-£50. Collections varied from weekly/fortnightly, to growing season only. Rosa ran through 3 case study slides from other LAs on what they offer and charge.		
3.	Q & A with crew members Q: From a health and safety perspective Cllr Goss asked what the difference is between a wheelie bin and garden waste/black sack route? What the feedback from the crews was and the difference wheelie bins would make to crews as employees of the council? A: Eddie explained he'd moved onto wheelie bin routes over the last couple of weeks and it had made a huge difference in his body. He used to be in constant pain from dragging, lifting and shaking garden waste sacks and from spikes/thorns stabbing through the sacks. He felt his body had had enough by the end of the 4 days from constantly moving every single sack and his body wanted to give in. He explained sickness levels through muscle and skeletal problems are lower on wheelie routes because it's one constant movement all day which is easier on the body and therefore not over exhorting muscles. A: Phil explained his route is black bags and garden waste. He and his crew lift between 5 – 25kilos per garden sack and must lift them up a metre to the back of the truck which is the legal limit. He described the feeling as shifting a tonne of sand for every		

No	Item	Action By	By When
	<p>single street, day in day out, but with a wheelie bin you move the bin into position on the truck where it then self-empties and move the bin back to the property. It's a cleaner and safer method for the borough. Sometimes with black and garden waste you get ripped bags and a trail of leaves where bags have been dragged. Phil explained they're losing more time in their working day where they're cleaning up.</p> <p>Q: Cllr Chuah asked how many properties are cleared of garden waste in a day?</p> <p>A: Phil stated it could range from 1,700 to 2,200. That's one day per route and there are 4 garden routes a day.</p> <p>Q: Cllr Lissimore asked if any had worked before the 4 day contract and if they felt under pressure with the rounds that they've got at the moment?</p> <p>A: Phil explained the workload was spread out for a 5 day week but the route changed over to route SMART, designed 3 years ago for maximum peak for a 4 day week starting at 6.30am – 4.30pm but with the borough expanding there aren't enough vehicles, the working day is longer and now finish between 5.15 - 6:00pm</p> <p>Q: Cllr Lissimore asked if they felt the 4 day contract works or whether we should go back to a 5 day contract and re-asses the routes again or get more vehicles more workers – what would make it easier to collect everything? Who decides to pick up on a Saturday on what's been uncollected during the week?</p> <p>A: Eddie explained it's voluntary, but people put themselves forward for overtime if its available but it's a strain on the individual knowing they've got to do it all again the following week and collections aren't going to be achieved again as there aren't enough vehicles and staff. If staff are not off sick then crews move fast because the knowledge is there but when agency and spare staff are brought in, knowledge isn't there so routes move slower.</p> <p>A: Phil stated when it was the 5 day they had 10 open back vehicles but when it was reduced to 4 day with the introduction of route SMART, they lost 2 vehicles because the computer designed the routes and it was deemed achievable through a computer generated course. This was based on 7 secs per household to empty 4 garden sacks. 5 days a week won't change anything as they need more vehicles for the fleet to clear the back log.</p> <p>Q: Cllr Higgins asked - How they cope in Newtown and Castle Ward where it's not possible to have wheelie bins and where they have to have black bags and garden sacks?</p> <p>A: Phil stated it wouldn't affect them as old Colchester areas would have to remain on the original collection method, which would be one hard day lifting but if the rest of the week was wheelie bins it would be a lot easier, safer and cleaner for the whole borough.</p> <p>Rosa will report the above back to the crews. Eddie, Lee and Phil leave the conversation.</p>		

WASTE AND RECYCLING TASK AND FINISH GROUP

Monday 10 August 2020

ACTION NOTES

Present: Cllr Bourne (Chair), Cllr Lissimore, Cllr Wood, Cllr Oxford, Cllr Goacher, Cllr Higgins, Cllr Whitehead, Cllr Chuah, Cllr Goss, Cllr King, Rory Doyle, Dan Gascoyne, Darren Brown, Mark Paisley, John Kellett, Margaret Maby (Actions)

Apologies: Rosa Tanfield

No	Item	Action By	By When
1.	Actions Minutes noted and agreed.		
2.	Presentation on changes from the last review (2017), including RouteSMART (slide presentation) <ul style="list-style-type: none"> ➤ RouteSMART is a secured database of all properties in Colchester. Any new or modified properties which have been amended within the last 7 days are added every week to RouteSMART, assigned a route then exported to FUSION which is a web application designed to allow users to inspect and manage data. ➤ Currently there 88,346 properties in each of the 5 main workspaces which consist of refuse, paper & plastic, glass & cans, garden and food waste. Each of these have their own volume and weight etc ➤ There are 3 further weekly workspaces for flats which consist of refuse, paper & plastic, glass & cans ➤ Any new assisted and exemptions are added, deleted updated weekly ➤ In 2017 all routes and mapping were paper based and printed off ➤ Colchester is growing by around 1200 properties pa which creates 4 additional collections for the crews to manage ➤ Cllr Higgins to email Mark re: properties that have exemption/assisted collection issues. ACTION ➤ 1,516 properties on a wheeled bin route <ul style="list-style-type: none"> • 1,800 Residual bag route • 1,738 Garden bag route • 2,354 (route 9) is the largest collected black bag route 	Cllr Higgins/ Mark	13.08.20
3.	Checkpoint on current position (slide presentation) Cllr King talked through the various slides <ul style="list-style-type: none"> ➤ It was suggested we charge non-residential drivers who drive through polluted parts of Colchester – Cllr King to look into this. ACTION 	Cllr King	asap
4.	Check on Waste principles and suggested additional budget savings / income generation in other service areas <ul style="list-style-type: none"> ➤ Rory ran through the options for garden waste and costings 		

No	Item	Action By	By When				
	<ul style="list-style-type: none">➤ Wheeled bins last approx. 10 years whereas sacks last up to a year➤ An analysis on online orders in June/July for garden sacks demonstrated 11,000 sacks were ordered which cost CBC £1 each, which could have purchased 480 wheelie bins						
5.	<p>Agree recommendations for Cabinet</p> <ul style="list-style-type: none">➤ Group could not agree on reduction of service for Garden Waste collection➤ Continue with an assertive recruitment scheme for local loaders and crew to reduce the number of agency workers required to operate a full service➤ Explore the introduction of garden waste charges which they recognise could be unpopular but being introduced as part of a package of measures to make up the budget deficit➤ Group recommended the garden club initiative is removed➤ Group recommended the set-up fee is removed➤ Introduce wheeled bins for garden waste in Ward areas that currently have wheeled bins for black sack waste and build a roll out programme for the rest of the borough in those areas that are suitable for wheeled bins while working with local Ward councillors. <p>In addition, Group members wish Cabinet to recognise:</p> <ul style="list-style-type: none">➤ the considerable detail on operational matters that officers supplied to the Group to help with their deliberations➤ the willingness of the 3 crew members who answered questions and assisted members to draw out new lines of enquiry➤ the offer from Portfolio Holder of Resources made during the first T&F to lead two Budget Workshops for all members to attend and receive detailed information on current budget position and possibilities for closing the budget gap➤ the offer of the PFH for Resources to work with a representation of members across the chamber to look at options for balancing the budget, while working in parallel to Cabinet decisions and in respect of any HR consultation on job losses <p>In conclusion, the T&F Chair would like to thank all the participants and acknowledge that it is possible to stick to T&F principles by conducting a thorough data rich process in a short time span in order to make recommendations to Cabinet. This would not have been possible without the considerable efforts of the PFH for Resources and officers who responded swiftly to our discussions and queries in order to furnish the Group with the evidence we needed to reach the recommendations.</p> <p>Cllrs voted the following for introduction of wheeled bins:</p> <table><tr><td>Cllr Wood</td><td>Against</td></tr><tr><td>Cllr Lissimore</td><td>Against</td></tr></table>	Cllr Wood	Against	Cllr Lissimore	Against		
Cllr Wood	Against						
Cllr Lissimore	Against						

No	Item	Action By	By When
	Cllr Oxford Against Cllr Chuah For Cllr Goacher For Cllr Whitehead For Cllr Higgins For Cllr Bourne For		
6.	AOB - none		